



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Invitation to Bid

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

| | | |
|--|------------------------------|--------------------------------------|
| Project Address: 3529 Carlyle Dr. | | SAFE HOME CHARLOTTE 18 - # 42 |
| Call project manager for full address | | |
| Bid Walk: 2/22/18 @ 9:00 AM | | |
| Bid Opening: 3/1/18 @ 2:00 PM | | |
| Client Name: Yvonne Lindsay | Contact Number: | |
| Project Manager: Chuck Hitsman | Contact Number: 704-336 3495 | |

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman(cell # 704-622 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the

G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN

2/13/18



SAFE HOME
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NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 3529 Carlyle Dr. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$) _____

Written total

Specs Dated: 05/17/17 Number of Pages: 10

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: *Minimum Start Date*

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



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Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



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- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 3529 Carlyle Dr
Charlotte, NC 28208

Owner: Yvonne Lindsay

Owner Phone: Home: (704) 392-5495

Structure Type: Single Unit

Program(s): Tested- NO LEAD
Safe Home FY 2018

Square Feet: 990

Year Built: 1955

Property Value: 68700

Tax Parcel: 06109505

Census Tract:

Property Zone: Council District 3

Repair Category: 00.0 General Requirements

Description

Floor Room Exterior

Permits Required

GENERAL REQUIREMENTS Exterior

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost: X =
Base Quantity Total Cost

Dumpster

GENERAL REQUIREMENTS Exterior

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: X =
Base Quantity Total Cost

Portable Toilet

GENERAL REQUIREMENTS Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost: X =
Base Quantity Total Cost

Work Specification

Repair Category: 02.0 Site Improvements

Description

Floor

Room

Exterior

Exterminate Termites

GENERAL REQUIREMENTS Exterior

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost: X =
Base Quantity Total Cost

Repair Category: 06.0 Roof, Chimney, Gutters & Downspouts

Description

Floor

Room

Exterior

Tear Off & Reroof Shingles (Health Homes)

EXTERIOR

Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories. (13.3)

Bid Cost: X =
Base Quantity Total Cost



Repair Category: 08.0 Doors & Windows

Description

Floor

Room

Exterior

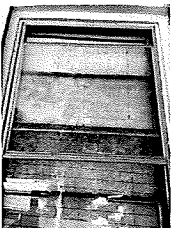
Vinyl Window

EXTERIOR

Exterior

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. (17)

Bid Cost: X =
Base Quantity Total Cost



Work Specification

Prehung Metal Door Entrance - KITCHEN DOOR

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. this installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

Bid Cost: X =
 Base Quantity Total Cost

Repair Category: 09.0 HVAC

Description

| <u>Floor</u> | <u>Room</u> | <u>Exterior</u> |
|--------------|-------------|-----------------|
|--------------|-------------|-----------------|

Replace Duct Work with Tape Repairs

GENERAL REQUIREMENTS

Replace all ductwork which has been taped / repaired.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Fan/Light Fixture- Energy Star- - Bathroom

BATHROOM- MASTER

Bid Cost: X =
 Base Quantity Total Cost

Range Hood Exterior Vented

KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Range Hood Exterior Vented - KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Repair Category: 10.0 Electrical

Description

Floor

Room

Exterior

Smoke Detector Hard Wired

GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost: X =
Base Quantity Total Cost

Combination CO / Smoke Detector Hard Wired

GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09)

Bid Cost: X =
Base Quantity Total Cost

Light Fixture Replace

BATHROOM- MASTER

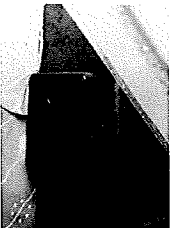
Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

Bid Cost: X =
Base Quantity Total Cost

GFCI Receptacle 20 AMP

BATHROOM- MASTER

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



Bid Cost: X =
Base Quantity Total Cost

Replace - Switch Plate & Switch

BATHROOM- MASTER

Install a single pole switch and cover plate.

Bid Cost: X =
Base Quantity Total Cost

GFCI Receptacle 20 AMP

KITCHEN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



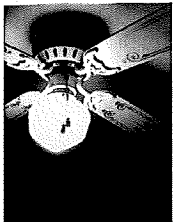
Bid Cost: X =
Base Quantity Total Cost

Work Specification

Ceiling Fan with Light Kit

KITCHEN

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box. (35.10)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Repair Category: 11.0 Plumbing & Fixtures

Description

Floor

Room

Exterior

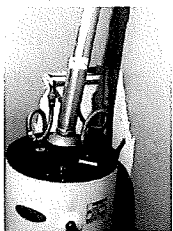
Water heater 40 Gallon Gas

GENERAL REQUIREMENTS

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and all relevant NC Codes.



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

17" Height Commode Replace

BATHROOM- MASTER

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.



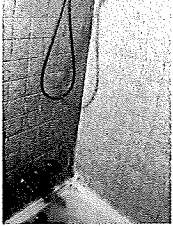
Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Bathtub and Shower Surround 5' Fiberglass

BATHROOM- MASTER

Install a 5', white Swan or equivalent 3 piece, fiberglass shower surround. Caulking all seams and penetrations. Include new single handled tub/ shower diverter valve and drain.

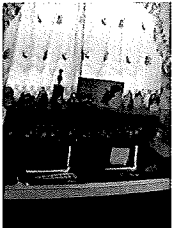


Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Double Bowl Sink Complete

KITCHEN

Install a 18 gauge 33" x 22" x 9" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Waste-Line Snake

GENERAL REQUIREMENTS

Power snake 3 baths & kitchen drains to clear lines for fixtures to main street sewer

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Repair Category: 12.0 Floor

Description

Floor Room Exterior

Floor System Repair

BATHROOM- MASTER

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Resilient Flooring

BATHROOM- MASTER

Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Floor System Repair

KITCHEN

Remove all fixtures not built in. Dispose of decayed floor assembly only . Install 2"x 10" joists hung 16" on center, 3/4" subfloor where required. Include replacing all deteriorated band joists and insulating kitchen floor to code.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Resilient Flooring

KITCHEN

Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Repair Category: 13.0 Interior Wall & Trim

Description

Floor

Room

Exterior

Prep & Paint Room Semi Gloss

BATHROOM- MASTER

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Wall Finish Repair

BATHROOM- MASTER

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth. (Also 26.0 - Plaster)

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Total Cost}$

Wall Finish Repair

KITCHEN

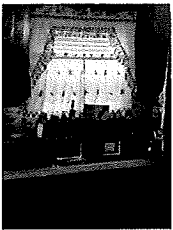
Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth. (Also 26.0 - Plaster)

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Total Cost}$

Prep & Paint Room Semi Gloss

KITCHEN / DINNING ROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Total Cost}$

Wallpaper Removal -Kitchen / Dinning Room / Mast.Bath

KITCHEN

Remove existing wallpaper to a clean wall surface ready for primer and paint. Include a thin skim coating of lightweight joint compound sanded and smoothed if needed.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Total Cost}$

Work Specification

Repair Category: 15.0 Insulation

Description

Floor

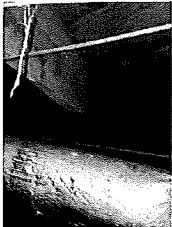
Room

Exterior

Insulate Floor R-19

FOUNDATION/CRAWL SPACE

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place. (24.3)



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Repair Category: 16.0 Cabinets, Accessories & Appliances

Description

Floor

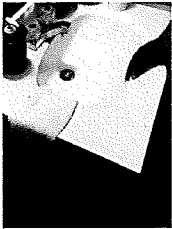
Room

Exterior

Vanity/ Counter Top/ Sink/ Mirror Replace Complete

BATHROOM- MASTER

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Grab Bars

BATHROOM- MASTER

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations. (38.1)

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Accessory Set - 3 Piece Chrome

BATHROOM- MASTER

Install a chrome plated steel bathroom accessory set consisting of a 24" towel bar, hand towel ring, and toilet paper holder.

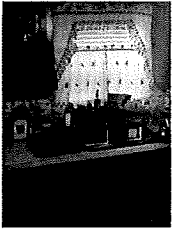
Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Cabinets Wall

KITCHEN

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

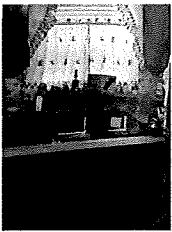


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Cabinets Base

KITCHEN

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

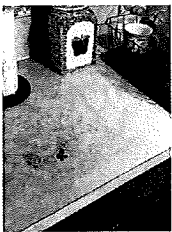


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Counter Tops Replace

KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture. (32.10)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Repair Category: 17.0 Stairs & Steps

Description

Floor

Room

Exterior

Exterior Handrails (Decayed Wood)

STAIRS & STEPS

Remove any decayed wood, replace, paint two coats matching low VOC paint.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____